

# **Notice of Property Incorrectly Reported or Omitted From the Assessment Roll Filed by a Person Other Than the Owner, Assessor or Equalization Director**

This form is issued under authority of Section 211.154, MCL.

**OFFICE USE ONLY**

File Number

Assessment Unit Number

**INFORMATION FROM PERSON GIVING NOTICE****MUST BE TYPED OR PRINTED LEGIBLY**

<b>Property Owner (If Known)</b>		<b>Property Omitted or Incorrectly Reported</b>	
Name of Property Owner(s)		Type of Property (Please Describe)	
Owner's Address (No. and Street, City, ZIP)			
<b>Property Location:</b> Address (No. and Street, City, ZIP) or (Legal) Description of Place(s) where property is located		<b>Name &amp; Address of Person Giving Notice</b>	
		Name	
		Address (No. and Street, City, ZIP)	
		Daytime Phone Number	
<b>Signature &amp; Certification of person giving notice</b> <i>The undersigned certifies that the above information is correct to the best of his or her knowledge and belief</i>			
Signature		Date	

**PROPERTY AND ASSESSMENT ROLL INFORMATION (To be completed by State Tax Commission)**

County where property is located		City or Township or Village and Township	
School District	Intermediate School District	Community College District	
Property Index Number (Or enter property description under Findings below)		Property Classification	

**Answer the following question if this notice is for personal property.**

Did the owner complete and deliver a personal property statement on or before February 20 for each year that this notice covers? ☐ Yes ☐ No  
 If NO, indicate years in which a statement was not timely filed.

**Michigan State Tax Commission Findings.**

For incorrectly reported personal property, include a copy of the timely filed personal property statement and the amended personal property statement. For omitted real property, provide a record card or other documentation showing that the omitted real property was not previously included in the assessment.

Assessed Value			Taxable Value		
Year(s) for Which Notice Was Given	Assessed Value on Assessment Roll	Requested Assessed Value	Year(s) for Which Notice Was Given	Taxable Value on Assessment Roll	Requested Taxable Value

Signature Chairperson/Executive Secretary, Michigan State Tax Commission	Date
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**TAX RATE INFORMATION (To be completed by the assessor)**

If this notice is for either or both of the tax years immediately preceding the current year, the assessor shall list for each year covered by this notice the total tax rate levied in the city or township in which the property is located. List the total village rate separately, if applicable. If this notice is for omitted real property upon which "millage rate" special assessments were levied, list those rates separately below. Do not include special assessments levied in specific dollar amounts.

Year Covered by Notice	SUMMER Total Tax Rate Levied	WINTER Total Tax Rate Levied	Total Annual Tax Rate Levied

**SPECIAL ASSESSMENT RATES. Complete lines below for special assessment millage rates only.**

Year Covered by Notice	SUMMER Special Assessment Rate Levied	WINTER Special Assessment Rate Levied	Total Annual Special Assessment Rate Levied

Additional comments or explanation by Assessor. Attach additional pages if necessary:

**ASSESSOR'S CONCURRENCE OR DISAGREEMENT WITH THIS REQUEST**

*This section must be completed by the assessor.*

☐ I **CONCUR** with this request for corrected Assessed Value and/or Taxable Value.

☐ I **DO NOT CONCUR** with this request for corrected Assessed Value and/or Taxable Value. (The assessor who checks this box must submit to the State Tax Commission an explanation of the reason for not concurring).

Name of Assessor	Title	Assessor Certificate Number
Address		
Assessor Signature	Date	Telephone Number

**OWNER'S CONCURRENCE OR DISAGREEMENT WITH THIS REQUEST**

*This section must be completed by the property owner.*

☐ I **CONCUR** with this request for corrected Assessed Value and/or Taxable Value.

☐ I **DO NOT CONCUR** with this request for corrected Assessed Value and/or Taxable Value. (The owner who checks this box must submit to the State Tax Commission an explanation of the reason for not concurring).

Did the property covered by this notice change ownership during the time period starting with the earliest year for which a change is being requested up to the present? ☐ Yes ☐ No If yes, give date: \_\_\_\_\_

Signature of Property Owner	Date	Telephone Number
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Return this completed form to:

State Tax Commission  
Michigan Department of Treasury  
P.O. Box 30471  
Lansing, MI 48909-7971